



Tuesday November 23, 2021
Fairlawn Sewer Authority Board of Directors Meeting

1. Welcome and call to order

Subject: Confirmation of a Quorum

Type: Information

A majority of members (3 out of 5) must be in attendance to qualify as a quorum of the Board

2. Approval of the agenda

Subject: Revisions to the agenda

Type: Procedural

All revisions to the published agenda are to be registered and approved prior to discussion

3. Citizen comments

Subject: Citizen comments

Type: Procedural

The Fairlawn Sewer Authority welcomes and appreciates comments and suggestions from the public regarding issues of concern to the Authority

4. CONSENT ITEMS 5, 6 and 7

5. Approval of minutes

Subject: Review of minutes from monthly meeting

Type: Decision

Suggestion: Approval of minutes from October 26, 2021 Board meeting

6. Financial matters

Subject: Review of monthly statement of revenues and costs

Type: Decision

Suggestion: Approval of financial statement

Subject: Review of customer account status with influence of delinquency

Type: Decision

Suggestion: Approval of account status and activity plan

Subject: Review of budget performance

Type: Decision

Suggestion: Approval of budget status

7. Informational items

Subject: PSA work hours
Topic: Information

Subject: Water meter reading file required three transmissions to be usable
Topic: Information

Subject: Results from water cutoff activities
Topic: Information

Subject: Oxford Avenue replacement line has been completed
Topic: Information



Subject: SERCAP reply to Claire Collins re: Belspring Estates
Topic: Information

Subject: We are working with the Resource Commission to define future capabilities
Topic: Information
No response has been provided from the Resource Commission

Subject: We are conducting a joint Post Office throughput audit
Topic: Information

Subject: Discussion taken regarding possible office location
Topic: Information provided at the meeting

Subject: Grease trap maintenance reporting schedule – penalties have been applied
Topic: Information

Subject: Request submitted for alternative mailing quotation
Topic: Information
No response has been provided from Pulaski County

8. Action items new business

Subject: Tony Connor request to be compensated for plumber costs
Topic: Discussion and decision
Suggestion: Decision

Subject: Review results of CCTV evaluation
Topic: Discussion and decision
Suggestion: Decision

Subject: Discuss due date grace period
Topic: Discussion and decision
Suggestion: Decision

Subject: Establish date for customer delinquency notification after 30 days or 60 days?
Topic: Discussion and decision
Suggestion: Decision

Subject: Confirmation of meeting attendance
Topic: Decision
Suggestion: Decision

9. Action items old business

Subject: Review results from our customer survey
Topic: Discussion and direction setting
Suggestion: Information will be reviewed at the meeting

Subject: Review rate suggestions
Topic: Discussion and decision
Suggestion: Decision

10. Attorney's comments

11. To do listings (highlighted items are being worked on currently)

- A. Brooklyn Road sewer extension
- B. Hickman sewer extension
- C. Riverbluff sewer extension
- D. Riverbend sewer extension – project stopped
- E. Change pump stations to wireless - started
- F. Belspring Estates sewer service – project stopped
- G. Walnut line replacement tree roots
- H. Customer Town Hall
- I. Madison Avenue tree roots
- J. Oxford Avenue line replacement
- K. Review invoice mailing options – started
- L. CCTV Rt. 114 line segment - started

12. Adjournment

The next Board meeting is January 25, 2022 at 6:00 P.M.

Fairlawn Sewer Authority Board of Directors

Term Information:

Board of Director Name	Term Expiration Date
Joseph W. Guthrie	October 31, 2023
Gerald T. (Tom) Lillard	October 31, 2024
James R. (Randy) Miles	August 31, 2023
Dennis L. Setliff	December 31, 2024
Joseph L. Sheffey	May 31, 2022

Note: Board of Directors are appointed by the Pulaski County Board of Supervisors. Terms on the Board are for three years and there are no term limits.

Pulaski County Sewerage Authority D.B.A. Fairlawn Sewer Authority